

## ADMINISTRATIVE & LOGISTICAL FACTORS CHECKLIST

The purpose of the **Administrative and Logistical (A&L) Factors Checklist** is to gather subjective input from the regions in order to properly characterize removal actions. The A&L Checklist contains 27 items that complement more objective measurements (e.g., volume, duration, cost) in characterizing a removal action. These checklist factors are weighted equally, and the checklist will go through periodic evaluation to add or remove items.

E-mail the region's completed checklist to [oh.peter@epa.gov](mailto:oh.peter@epa.gov) and [fox.rob@epa.gov](mailto:fox.rob@epa.gov).

Steps to Complete for Each Removal Action	Column in Checklist
Site Name, SSID and Response Lead have all been copied from corresponding in the "Edits" tab	Columns A, B and C
Enter a "Y" for each A&L factor that contributed to the overall characterization or "complexity" of the removal action. Use best professional judgement for items such as "High Media Interest or "Extreme Weather or Abnormal Field Season." Factors are weighted the same and should only be given a "Y" and not a numerical ranking (e.g, 1, 2, or 3). You do not need to enter "N" for the factors that are not relevant.	Columns F through AE
Add any comments or notes.	Column AF

The final A&L Score for each removal action will be automatically calculated based on the		
#of Items Checked	A&L Score	
0 to 3		1
3 to 6		2
7 to 10		3
11 to 13		4
More than 13		5

Region	Site Name	Response Lead	A&L Grouping	A&L Total
	2 ELIZABETHTOWN GAS	RP		
	2 EWEY ENGINEERING	RP		
	2 PETRI PAINT	F		
	2 RIVERSIDE INDUSTRIAL PARK	F		
	2 RIVERSIDE INDUSTRIAL PARK	F		
	2 SHAMROCK ENTERPRISES	F		
	2 VO TOYS	RP		
	2 WHITE SWAN LAUNDRY AND CLEANER INC.	RP		
	2 DEFERIET PAPER MILL	F		
	2 DEPOSIT TRAIN DERAILMENT	RP		
	2 EPIC HOLDINGS	RP		
	2 ERIEVILLE BARN	F		
	2 FORMER COVIDIEN PLANT	F		
	2 FORMER CP RAIL MAINTENANCE YARD	RP		
	2 FORMER DUOFOLD COMPANY - ILION	RP		
	2 GOWANUS CANAL	RP		
	2 MEDICAL LINEN SYSTEMS	F		
	2 MORGAN MATERIALS	F		
	2 NYC STEAM PIPE RUPTURE 2018	RP		
	2 PITTSBURGH WHITE METAL	F		
	2 TECHCITY	RP		
	2 TECHCITY	RP		
	2 TOOBRO CHEESE	F		
	2 COROZAL WELL	F		
	2 EAST PUERTO RICO SEWER AUTHORITY CHLORINE RELEASE	RP		
	2 PUERTO RICO OLEFINS CO	RP		
	2 PUERTO RICO OLEFINS CO	RP		







Precedent Setting HQ Consultations (e.g asbestos, fracking)	Active fire present	Hazmat Entry Conducted - Level A, B or C	Incident or Unified Command established	Comments

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1 Fund  
2 RP

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Region	State	Lead
Region 01	AK	Fund
Region 02	AZ	PRP
Region 03	AR	
Region 04	CA	
Region 05	CO	
Region 06	CT	
Region 07	DE	
Region 08	DC	
Reigon 09	FL	
Region 10	GA	
	HI	
	ID	
	IL	
	IN	
	IA	
	KS	
	KY	
	LA	
	ME	
	MD	
	MA	
	MI	
	MN	
	MS	
	MO	
	MT	
	NE	
	NV	
	NH	
	NJ	
	NM	
	NY	
	NC	
	ND	
	OH	
	OK	
	OR	
	PA	
	RI	
	SC	
	SD	
	TN	
	TX	
	UT	
	VT	
	VA	

	WA	
	WV	
	WI	
	WY	
	AS	
	GU	
	MP	
	PR	
	VI	